

Individual Amended Return

Phone Numbers

If you have any questions about income items, deductions, or exemptions, refer to the instructions provided with your original return.

For further assistance, please contact one of the help numbers listed below.

NOTE: *If you are unable to decide the proper starting point for your amended Arizona return, please call one of the following help numbers.*

| | |
|--------------------------------|----------------|
| Phoenix | (602) 255-3381 |
| Nationwide, toll-free | (800) 352-4090 |
| Form orders | (602) 542-4260 |
| Forms by Fax | (602) 542-3756 |
| Recorded Tax Information | |
| Phoenix | (602) 542-1991 |
| Other Arizona areas, toll-free | (800) 845-8192 |
| Hearing impaired TDD user | |
| Phoenix | (602) 542-4021 |
| Other Arizona areas, toll-free | (800) 397-0256 |

You may also visit our web site at:
www.revenue.state.az.us

Who Should Use Form 140X?

Use Form 140X to correct an individual income tax return (Form 140, 140A, 140EZ, 140PY, or 140NR) filed within the past four years. The department will compute the interest and either include it in your refund or bill you for the amount due.

NOTE: *Do not use Form 140X to change an earlier filed Form 140PTC. To change an earlier filed Form 140PTC, use the Form 140PTC for the year you are changing.*

You cannot amend an estimated payment penalty.

When Should You File an Amended Return?

You can file Form 140X only after filing an original return. If you are filing Form 140X for a refund, you must generally file within four years from the date you filed the original return.

If the Internal Revenue Service makes a change to your federal taxable income for any year, you must file a Form 140X for that year. In this case, you must amend your Arizona return within 90 days of the change. Attach a complete copy of the federal notice to your Form 140X.

If you amend your federal return for any year, you must also file a Form 140X for that year. You must file the Form 140X within 90 days of amending your federal return.

Where Should You File an Amended Return?

Mail amended returns to Arizona Department of Revenue, PO Box 29002, Phoenix AZ 85038-9002. Payment is due in full at the time you file your return. Please make your check payable to Arizona Department of Revenue. Be sure to enter your social security number on the front of your check.

What if a Taxpayer Died?

If you are a surviving spouse amending a joint return, enter the word "Deceased" after the decedent's name. Also enter the date of death after the decedent's name. Sign your name. Write "Filing as Surviving Spouse" in the area for the deceased spouse's signature. (If someone else serves as personal representative for your spouse's estate, he or she must also sign the return.)

If a refund is due, complete Arizona Form 131, *Claim for Refund on Behalf of Deceased Taxpayer*. Attach this form to the **front** of your amended return.

Penalties

The department may impose a late payment penalty on a voluntarily filed amended return if any of the following apply.

1. You are under audit by the department.
2. The department has requested or demanded that you file an amended income tax return.
3. The total additional tax you owe is a substantial underpayment. You have a substantial underpayment if the amount due is at least ten percent of the actual tax liability for the tax year or two thousand dollars.

The department may also impose a late filing penalty if you did not file your original return on time. These penalties apply to taxes due and remaining unpaid after the due date of the original return. Combined late filing and late payment penalties can go up to 25 percent of the unpaid tax.

Interest

The department charges interest on any tax not paid by the due date even if you have an extension. The department charges interest from the original due date to the date of payment. The Arizona rate of interest is the same as the federal rate. Contact one of the help numbers listed on this page for the current interest rate.

Line-by-Line Instructions

NOTE: *If you are amending your 1996, 1997, or 1998 return, you must round dollar amounts to the nearest whole dollar. If 50 cents or more, round up to the next dollar. If less than 50 cents, round down.*

The line numbers on the Arizona Form 140X do not match the line numbers on Arizona's individual income tax forms. The proper line on which to enter your change(s) will depend on the nature of the change.

To decide on which lines to enter your changes, use the line descriptions from your original return. If you are unable to decide what lines to use, contact one of the help numbers listed on this page.

Tax Year

Enter the **year** of the return you are amending on the first line. (If amending a fiscal year return, enter the month, day, and year.)

Entering Your Name, Address, and Social Security Number (SSN)

Please type or print your name, SSN, and present address. If you are filing a joint amended return, enter your SSNs in the same order as your first names and in the same order as shown on your original return. If you are filing a joint return and the last names are different, separate your names with an "and". Put them in the same order as your first names and social security numbers.

If your name appears first on the return, make sure your SSN is the first number listed.

NOTE: *If you are changing your filing status from married filing separate to married filing joint, you must include your spouse's first name on line 1 and SSN on line 2.*

Next, enter the name and address used on your original return. (If they are the same, write "SAME".)

Make sure that every return, statement, or document that you file with the department has your SSN. Make sure that all SSNs are clear and correct. You may be subject to a penalty if you fail to include your SSN. It may take longer to process your return if SSNs are missing, incorrect, or unclear.

Identification Numbers for Paid Preparers

If you pay someone to prepare your return, that person must also include an identification number where requested.

A paid preparer may use either of the following.

- his or her social security number
- the federal employer identification number for the business.

A paid preparer who fails to include the proper numbers may also be subject to a penalty.

Filing Status

Check the box for the filing status you used on your original return. Then check the box for the filing status you are using on your amended return.

Residency Status

Check the box for the residency status you used on your original return. Then check the box for the residency status you are using on your amended return.

Original Form Filed

Check the box for the type of return you **originally** filed.

NOTE: *If you are amending an Arizona Form 140PY or 140NR, enter your corrected ARIZONA percentage in the space provided. (Refer to the instructions in your original return for computing this percentage.)*

Lines 13 - 24

In order for your amended return to process, you must enter an amount in columns (a), (b) and (c) for lines 13 through 17 and lines 19, 21, 22, 26, and 27.

Column a

In column (a), enter the amount reported on your original return or the most recently amended return for the tax year you are amending. If the department changed amounts on your original return, use the changed amounts. If the department changed amounts on an earlier filed amended return use those amounts.

Column b

In column (b), enter the amount you are adding to or subtracting from the column (a) amount. Bracket all amounts you are subtracting. If there is no change to the column (a) amount, enter zero.

Column c

In column (c), enter the corrected amount ($a+b=c$ or $a-b=c$). If the column (b) amount is zero (no change), enter the column (a) amount in column (c).

For each change reported, list the item or line reference and the reason for the change in Part II on page 2 of your return. If you need more space, attach a schedule.

Line 13 - Federal Adjusted Gross Income

You must enter an amount in columns (a), (b), and (c).

In column (a), enter your federal adjusted gross/Arizona gross income reported on your original (or most recently amended) return for the tax year you are amending.

In column (b), enter the change amount or zero.

In column (c), enter the corrected amount or, if column (b) amount is zero, enter the column (a) amount.

Line 14 - Arizona Adjusted Gross Amount

You must enter an amount in columns (a), (b), and (c).

In column (a), enter your Arizona adjusted gross income reported on your original (or most recent amended) return for the tax year you are amending.

On your original return, you reported this amount on the following lines.

| Form 140 | |
|-------------------|---------|
| Year | Line |
| 1994 | 20 |
| 1995 through 1998 | Line 22 |

| Form 140A | |
|-------------------|------|
| Year | Line |
| 1994 through 1998 | 16 |

| Form 140EZ | |
|------------|------|
| Year | Line |
| 1998 | 6 |

| Form 140PY | |
|-------------------|---------|
| Year | Line |
| 1994 | 20 |
| 1995 through 1998 | Line 22 |

| Form 140NR | |
|-------------------|---------|
| Year | Line |
| 1994 | 21 |
| 1995 through 1998 | Line 22 |

NOTE: If the department changed amounts on your original return, use the changed amounts. If the department changed amounts on an earlier filed amended return, use those amounts.

In column (b), enter the change amount or zero. Changes to your Arizona adjusted gross income includes changes to the following.

1. Your dependent, age 65 or over, or blind exemptions.
2. Additions to Arizona gross income required under Arizona law.
3. Subtractions from Arizona gross income required under Arizona law.

If you are changing dependent, age 65 or over, or blind exemptions, complete Part I, page 2, before entering an amount in column (b).

In column (c), enter the corrected amount or, if column (b) amount is zero, enter the column (a) amount.

Lines 15, 16, and 17 -

You must enter an amount in columns (a), (b), and (c).

Line 15 - Deductions

Form 140A

If amending a 140A for tax years 1994 or 1995, in column (a) enter your standard deduction and personal exemption amount as reported on your original (or most recent amended) return.

If amending a 140A for 1996 through 1998, in column (a) enter your standard deduction as reported on your original (or most recent amended) return.

Form 140EZ

If amending a 140EZ, in column (a) enter your standard deduction and personal exemption amount as reported on your original (or most recent amended) return.

All Other Forms

If amending other than a 140A, or 140EZ, in column (a) enter your standard or itemized deductions as reported on your original (or most recent amended) return for the tax year you are amending.

NOTE: If the department changed amounts on your original return, use the changed amounts. If the department changed amounts on an earlier filed amended return, use those amounts.

In column (b), enter the change amount or zero.

In column (c), enter the corrected amount or, if column (b) amount is zero, enter the column (a) amount. If you are correcting itemized deductions or changing from standard to itemized deductions, attach a copy of your corrected Schedule A.

Line 16 - Personal Exemptions

Do not enter amounts for dependents, age 65 or over, or blind exemptions. You must enter these amounts on line 14.

Form 140A

If amending a 140A for tax years 1994 or 1995, enter zero in column (a).

If amending a 140A for 1996 through 1998, in column (a) enter your personal exemptions as reported on your original (or most recent amended) return.

Form 140EZ

If amending a 140EZ, enter zero in column (a).

All Other Forms

If amending other than a 140A, or 140EZ, in column (a) enter your personal exemptions as reported on your original (or most recent amended) return for the tax year you are amending.

NOTE: If the department changed amounts on your original return, use the changed amounts. If the department changed amounts on an earlier filed amended return, use those amounts.

In column (b), enter the change amount or zero.

In column (c), enter the corrected amount or, if column (b) amount is zero, enter the column (a) amount.

Line 17- Arizona Taxable Income

You must enter an amount in columns (a), (b), and (c). Subtract lines 15 and 16 from line 14.

Line 18 - Tax

Compute your tax. Use the appropriate tax rate table. Enter the correct tax in column (c). You can find the tax rate tables in the instructions for the tax year you are amending. If you do not have the correct tables, please contact one of the help numbers listed on page 1 of these instructions.

Line 19 - Tax From Recapture of Credits From Form 301

You must enter an amount in columns (a), (b), and (c). If you do not have tax from recapture of tax credits, enter zero in all three columns.

If your original return showed a recapture tax, in column (a) enter the amount of recapture tax from Form 301, Part II, as reported on your original (or most recent amended) return for the tax year you are amending.

In column (b), enter the change amount or zero.

In column (c), enter the corrected amount or, if column (b) amount is zero, enter the column (a) amount.

Attach a copy of your corrected Form 301.

Line 20 - Subtotal of Tax

Add lines 18 and 19, column (c). Enter the result.

Line 21 - Family Income Tax Credit (1995 through 1998)

You must enter an amount in columns (a), (b), and (c).

If you are not eligible for the credit, enter zero in all three columns.

If you are eligible for the credit, in column (a) enter the amount of family income tax credit you claimed on your original (or most recent amended) return. If this is the first time you are claiming this credit, enter zero.

In column (b), enter the change amount or zero.

In column (c), enter the corrected amount or, if column (b) amount is zero, enter the column (a) amount.

Line 22 - Tax Credits

You must enter an amount in columns (a), (b), and (c).

If you are not claiming any credits, enter zero in all three columns.

In column (a), enter your credits from Form 301 reported on your original (or most recent amended) return for the tax year you are amending. Enter zero if this is the first time you are claiming these credits.

In column (b), enter the change amount or zero.

In column (c), enter the corrected amount or, if column (b) amount is zero, enter the column (a) amount.

Attach a copy of Form 301 (and supporting documents) filed with your original return. If this is the first time you are claiming the credits, you must complete an Arizona Form 301. You must attach this form or schedule along with the required supporting documents to your amended return.

Line 23 - Credit Type

| | |
|--|---------------------------|
| If you entered an amount on line 22, write the form number(s) of the credit(s) from Arizona Form 301, Part II. | |
| If you are claiming: | Write form number: |
| 1. Defense Contracting Credit | 302 |
| 2. Dependent Day Care Credit (for tax year 1994) | 303 |
| 3. Enterprise Zone Credit | 304 |
| 4. Environmental Technology Facility Credit | 305 |
| 5. Military Reuse Zone Credit | 306 |
| 6. Recycling Equipment Credit | 307 |
| 7. Credit for Taxes Paid to Another State or Country | 309 |
| 8. Solar Energy Credit | 310 |
| 9. Agricultural Water Conservation System Credit | 312 |
| 10. Alternative Fuel Credit | 313 |
| 11. Underground Storage Tanks Credit | 314 |
| 12. Pollution Control Credit | 315 |
| 13. Construction Materials Credit | 316 |
| 14. Summer School and Jobs Credit (for tax years 1995 or 1996) | 317 |
| 15. Credit for Solar Hot Water Heater Plumbing Stub Outs and Electric Vehicle Recharge Outlets | 319 |
| 16. Credit for Employment of TANF Recipients | 320 |
| 17. Credit for Contributions to Charities That Provide Assistance to the Working Poor | 321 |
| 18. Credit for Fees Paid to Public Schools | 322 |
| 19. Credit for Contributions to School Tuition Organizations | 323 |

Line 24 -

Add line 21 and line 22, column (c). Enter the result.

Line 25 - Total Tax

Subtract line 24, column (c), from line 20, column (c).

Line 26 - Payments (Withholding, Estimated, Extension)

You must enter an amount in columns (a), (b), and (c). Before entering an amount in columns (b) and (c), list these payments for the tax year you are amending in Part IIIA on page 2. If you need more space, attach a schedule. Also, for 1994, 1995, or 1996, enter any amount of federal retiree

credit that applied to the tax for the year you are amending.

NOTE: Do not include payments sent with original return.

In column (a), enter the total amounts of Arizona income tax withheld, estimated income tax payments, and payments made with an extension request reported on your original (or most recent amended) return for the tax year you are amending.

NOTE: If the department changed amounts on your original return, use the changed amounts. If the department changed amounts on an earlier filed amended return, use those amounts.

In column (b), enter the change amount or zero.

In column (c), enter the total from page 2, Part IIIA.

Line 27 - Property Tax Credit

If you claimed the property tax credit on your original return, enter in column (a) the amount claimed on your original return. If you are making an adjustment to the credit, be sure to attach copies of your Form 140PTC, or Form 201. Also attach all supporting documents filed with the original return.

NOTE: Use Form 140X to adjust a previously filed credit only. If you did not claim a credit on your original return, you may not claim it on Form 140X.

Lines 28 - 34

You may have to enter an amount on line 28. You must enter an amount on lines 29, and either lines 32 and 33 or line 34.

Line 28 - Payment With Original Return (Plus All Additional Payments After It Was Filed)

Before entering an amount on line 28, list all payments for the tax year you are amending in Part IIIB on page 2. If you need more space, attach a schedule.

List the payment sent with your original return. Also list all payments you made after you filed your return. Enter the total from page 2, Part IIIB.

NOTE: Do not include payments reported on line 26.

Line 29 - Total Payments and Property Tax Credit

Add lines 26 through 28, column (c) amounts.

Also, do the following if you computed your 1995, 1996, 1997, or 1998 tax under Arizona's claim of right provisions.

1. Write "ARS § 43-1029" and the amount of the prior year tax reduction in the space to the left of your total payment amount.
2. Include the credit for the prior year tax reduction in the total entered on line 29.
3. Attach a schedule explaining the amounts repaid and the computation of the prior year tax reduction.

For more information on Arizona's claim of right provisions, see Individual Income Tax Procedure ITP 95-1.

Line 30 - Overpayment From Original Return

If your original (or most recent amended) return for the tax year you are amending, resulted in an overpayment of taxes, enter the overpayment amount.

On your original return, you reported this amount on the following lines.

| Form 140 | |
|---------------|------|
| Year | Line |
| 1994 | 39 |
| 1995 and 1996 | 43 |
| 1997 and 1998 | 41 |

| Form 140A | |
|-------------------|------|
| Year | Line |
| 1994 | 25 |
| 1995 | 27 |
| 1996 through 1998 | 29 |

| Form 140EZ | |
|------------|------|
| Year | Line |
| 1998 | 13 |

| Form 140PY | |
|---------------|------|
| Year | Line |
| 1994 | 38 |
| 1995 and 1996 | 42 |
| 1997 and 1998 | 40 |

| Form 140NR | |
|---------------|---------|
| Year | Line |
| 1994 | 39 |
| 1995 and 1996 | 40 |
| 1997 and 1998 | Line 38 |

NOTE: If the department changed amounts on your original return, use the changed amounts. If the department changed amounts on an earlier filed amended return, use those amounts.

Your overpayment may have been distributed or applied by one of the following means.

1. You have received all or a portion of the overpayment in the form of a refund.
2. You may have applied all or a portion of the overpayment to your next year's estimated income taxes.
3. You may have applied all or a portion of the overpayment to one of the voluntary gifts specified on the Arizona income tax return.
4. All or a portion of your refund may have been paid to a government agency for an obligation owed to that agency (e.g., prior year taxes, child support, etc.).

Regardless of how the overpayment was distributed or

applied, enter the overpayment amount.

Line 31 - Balance of Credits

Subtract line 30 from line 29. Enter the result.

Line 32 - Refund or Credit Due

If line 25 is less than line 31, subtract line 25 from line 31 and enter the result.

Line 33 - Amount To Be Applied to 1999 Estimated Taxes

If you want all or part of the amount on line 32 applied to your next year's estimated taxes, enter that amount. If you want all of the amount on line 32 refunded, enter zero.

Line 34 - Amount Owed

If line 25 is more than line 31, you owe additional tax. Subtract line 31 from line 25 and enter the result. Make your check payable to Arizona Department Revenue. Write your social security number on the front of your check or money order. Attach your check or money order to the front of your return where shown. The department will bill you for any interest and penalty due.

Line 35 - Elective Subtraction of Federal Retirement Contribution

This line applies only to individuals who were civilian employees of the United States Government during 1998. The Arizona Board of Tax Appeals has ruled that no refunds of Arizona income taxes paid on contributions to federal retirement plans are due for any years after 1990. The taxpayers have appealed that determination to the Arizona Tax Court, so the issue is not yet final.

Enter the amount from line 14, column (c) that pertains to your federal retirement contribution.

Line 36 - Net Operating Loss Carryback Question

If you are filing this amended return as a result of a net operating loss carryback, check the box on line 36. This may speed up the processing of your refund.

Page 2 Instructions

Part I Exemptions

Use lines 1 through 4 to correct your dependent, age 65 or over, or blind exemptions. In column (a), enter the exemption amounts claimed on your original return or most recently amended return. If the department changed your original return or earlier amended return, enter in column (a) the changed exemption amounts.

In column (b), enter the amount by which you are changing your previously claimed exemptions. If you are not changing your exemptions, enter zero in column (b).

In column (c), enter the corrected exemption amounts.

Add the amounts on lines 1 through 3 in columns (a), (b), and (c). If you have changed the amounts previously

claimed for exemptions, enter the amounts on line 4, columns (b) and (c), on page 1, line 14, columns (b) and (c). List your dependent(s)' names, relationship, social security numbers, and the number of months lived in your home on the lines provided. **If you do not, you may lose the exemption.**

Part II Income, Deductions, and Credits

List the line reference from page 1 for which you are reporting a change. Give the reason for each change and attach any supporting document required.

Part III Payments

Use Parts IIIA and IIIB to list your income tax payments for the tax year you are amending.

A. Payments (Withholding, Estimated, Extension, and Federal Retiree Credit)

On lines 5 through 11, enter the following amounts for the tax year you are amending.

1. Estimated income tax payments.
2. Payments made with an extension request.
3. Arizona taxes withheld.
4. Any amount of federal retiree credit that applied to the tax for the year (1994, 1995, or 1996) you are amending.

Enter the total on line 12 and on the front of the return on line 26.

B. Payments (Other)

On lines 13 through 18, enter the following.

1. Payment sent with your original return.
2. All payments you made after you filed your return.

Enter the total on line 19 and on the front of the return on line 28.

Instructions Before Mailing

- Sign your return and mail it to the address listed on page 1 of these instructions. If you are filing a joint amended return, both you and your spouse must sign.
- Be sure you enter your home telephone number in the space provided on the front of your return. If your daytime telephone number is not the same as your home number, also enter a daytime number.
- Check to make sure you have made entries in all three columns where shown.
- Check to make sure that your math is correct. A math error can cause delays in processing your return.
- Make sure your **NAME** is on the return.
- Write your social security number on the front of your check and attach your *check* to the **front** of the return.

- Check the **boxes** to make sure you filled in all required boxes.
- Make certain you have attached **all** required documents and/or schedules.

Filing Your Return

Before you mail your return, make a copy of your return. Also make a copy of any schedules that you are sending in with your return. Keep the copies for your records. Be sure that you file the original and not a copy.

The department cannot accept checks or money orders in foreign currency. You must make payment in U.S. dollars.

Send the return to: Arizona Department of Revenue, PO Box 29002, Phoenix AZ 85038-9002.

Make sure you put enough postage on your envelope.

How Long To Keep Your Return

Keep your records as long as they are important for any Arizona tax law. Keep all records that support your income and deductions for a tax year until the period of limitations expires for the return for that tax year. A period of limitations is the limited time after which no legal action can be brought. Usually, this is four years from the date the return was due or filed.

In some cases, the limitation period is longer than four years. The period is six years from when you file a return if you under report the income shown on that return by more than 25 percent. The department can bring an action at any time if a return is false or fraudulent, or you do not file a return.

Keep records that establish the basis of property for a period longer than four years. Also keep net operating loss records back to the date you incurred the loss. To find out more about what records you should keep, get federal Publication 552.